

TOWN OF LEE
7 Mast Road
Lee, New Hampshire
03861

VOTER INFORMATION GUIDE

Prepared by the Office of the Select Board, Town Hall - 7 Mast Road, Lee, NH 03861 - 659-5414 - www.leenh.org

TOWN ELECTION/BALLOT SESSION

Tuesday, March 10th

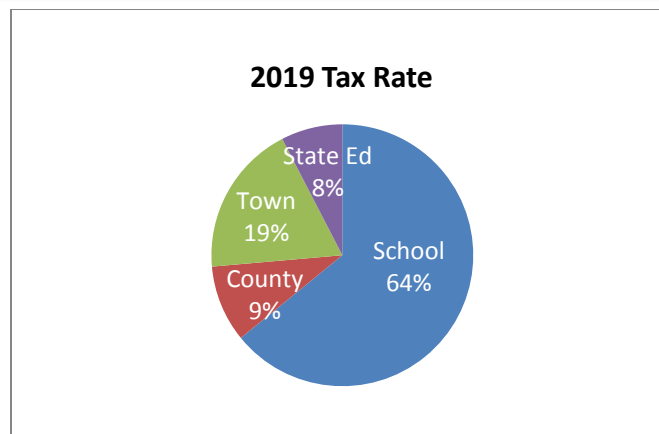
Public Safety Complex, 20 George Bennett Road, Lee

Polls Open 7:00 am – 7:00 pm

This Voters' Guide is distributed to help Lee citizens prepare for the Official Ballot Voting (SB2) by providing information to enable you to make informed decisions prior to entering the voting booth. The Guide contains all of the Warrant Articles as discussed and amended at the Deliberative Session on February 1st, along with brief explanatory notes. You can bring this Guide with you on Election Day.

If you have questions or need additional information, please feel free to contact the Selectmen's Office at 659-5414. If you have questions about voting eligibility or absentee ballots, please contact the Town Clerk's Office at 659-2964.

Sign up for the E-Crier, Lee's electronic newsletter, to receive weekly updates, calendar items, special events, election results, etc. Just go to www.leenh.org and click on "Subscribe"



School	County	Town	State Ed	Total
20.19	2.99	5.92	2.39	31.49

2020 TOWN WARRANT FOR THE TOWN OF LEE
As amended at the February 1, 2020 Deliberative Session

ARTICLE 1 To choose all necessary Town Officers for the ensuing year:

Selectman	3-year position	Scott Bugbee
Town Clerk / Tax Collector	3-year position	Linda Reinhold
Moderator	2-year position	Don Quigley
Supervisor of the Checklist	6-year position	Bambi Miller
Trustee of the Trust Funds	3-year position	John Tappan
Library Trustees	(2) 3-year positions	Deborah Schanda
Cemetery Trustees	3-year position	Donna Eisenhard
Advisory Budget Committee	(2) 3-year positions	Patrick Hotaling, Cord Blomquist

ARTICLE 2

Are you in favor of the adoption of Amendment No.1-2020 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

a. Amend Article II - definition of Accessory Dwelling Unit: Eliminate the requirement that one of the units must be owner-occupied and add that the principal dwelling unit and the ADU shall not be separated in ownership (including by condominium ownership). **Majority vote required.**

b. Amend Articles II and XV to require that all wet soils be delineated by a certified NH Soil Scientist in good standing and update the Site-Specific Soil Mapping Standards for New Hampshire and Vermont to Version 5.0 February 2017. **Majority vote required.**

ARTICLE 3

To see if the Town will vote to raise and appropriate the sum of Two Million Nine Hundred Thousand Dollars **(\$2,900,000)** (gross budget) for the purpose of designing, engineering, building, and equipping a new Municipal Office Building, which includes sitework; and to authorize the issuance of not more than Two Million Nine Hundred Thousand Dollars **(\$2,900,000)** of bonds or notes for this project in accordance with the provisions of the Municipal Finance Act RSA 33:1 *et seq.*, as amended; and to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Select Board to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Select Board to take any other action or to pass any other vote relative thereto; and to further raise and appropriate an additional sum of Thirty-Nine Thousand Eight Hundred and Three Dollars **(\$39,803)** for the first year's interest payment on the bond. The Select Board recommends this article.

Requires 3/5 ballot vote to pass.

See the attached flyer for more information about the Municipal Building Project.

ARTICLE 4

Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$4,276,460**. Should this article be defeated, the default budget shall be **\$4,133,504** which is the same as last year, with certain adjustments required by previous action of the Select Board or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. The Select Board recommends this article. **Majority vote required.**

This operating budget warrant article does not include appropriations contained in ANY other warrant articles. The entire budget is available online at leenh.org; below is a summary line item comparison between the current budget and the proposed FY 21 budget.

Operating Budget FY20 (current year) vs Proposed FY21

Account	FY20 Adopted	FY21 Proposed	+/-
Select Board 41301	\$145,447	\$147,994	\$2,547
Elections & Registrations 41401	\$11,320	\$13,090	\$1,770
Town Clerk/Tax Collector 41411	\$94,835	\$97,189	\$2,354
Financial Admin 41501	\$103,056	\$105,991	\$2,935
IT 41502	\$73,500	\$69,400	(\$4,100)
Assessing 41521	\$33,700	\$33,836	\$136
Legal Expense 41531	\$18,000	\$18,000	\$0
Personnel 41551	\$767,467	\$801,259	\$33,792
Planning & Zoning 41911	\$110,728	\$107,894	(\$2,834)
Gov't. Buildings 41941	\$95,209	\$97,418	\$2,209
Cemetery 41951	\$7,200	\$7,000	(\$200)
Insurance - Property Liability 41961	\$44,204	\$47,298	\$3,094
Other General Government 41991	\$0	\$0	\$0
Police 42101	\$734,123	\$761,167	\$27,044
Dispatch 42111	\$15,459	\$16,014	\$555
Ambulance 42151	\$20,199	\$21,827	\$1,628
Fire 42201	\$512,117	\$563,141	\$51,024
Code Enforcement 42401	\$55,641	\$56,743	\$1,102
Emergency Management 42901	\$5,600	\$5,600	\$0
Highway 43111	\$527,932	\$545,050	\$17,118
Transfer Station 43211	\$177,669	\$185,062	\$7,393
Solid Waste Disposal 43241	\$143,999	\$144,999	\$1,000
So. East Watershed Alliance 43311	\$200	\$0	(\$200)
Animal Control 44141	\$500	\$500	\$0
Health Agencies 44151	\$22,678	\$22,758	\$80
General Assistance 44411-21	\$25,155	\$25,204	\$49
Parks & Recreation 45201	\$27,000	\$34,000	\$7,000
Library 45501	\$239,838	\$247,522	\$7,684
Patriotic Purposes 45831	\$500	\$500	\$0
Agricultural Commission 45891	\$0	\$0	\$0
Conservation 46191	\$0	\$0	\$0
Bond Principal 47111	\$90,000	\$90,000	\$0
Bond Interest 47211	\$13,964	\$10,004	(\$3,960)
TOTAL OPERATING BUDGET	\$4,117,240	\$4,276,460	\$159,220 3.87%

ARTICLE 5

To see if the town will vote to raise and appropriate the sum of Eighty-Seven Thousand Eight Hundred Fifty-Four Dollars (\$87,854) for the purpose of purchasing twenty (20) portable radios for the Fire Department. This sum to come from unassigned fund balance. No amount to be raised from taxation. The Select Board recommends this article. **Majority vote required.**

These will replace the 13-year old Radios that the Fire Department currently uses which were purchased with a grant from the State of NH. There is no longer a grant to purchase new radios. The lifespan is 10 years from the date of manufacture. The Fire Department is not able to repair these radios or get support for them. Currently some members do not have a radio which is a safety issue that we need to address. This purchase will allow all of our members to have a radio. The purchase will include the radios, batteries, and chargers.

ARTICLE 6

To see if the Town will vote to raise and appropriate a sum not to exceed Twelve Thousand Two Hundred Dollars (\$12,200) for the purchase of a NFPA Compliant Thermal Imager Camera and related accessories and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. The Select Board recommends this article. **Majority vote required.**

This camera will meet current NFPA 1801-Standard on Thermal Imagers for the Fire Service, 2018 edition and will replace the 13 year-old camera that the department currently has, which does not meet any NFPA standard as no standard existed when the camera was acquired. The camera allows firefighters to see within smoke-filled hazardous environments and aids in: speed and effectiveness from the initial 360 degree investigation of the building; working the fire; overhaul; and rescues of people and pets. This fund has a current balance of \$437,051.

ARTICLE 7

Shall the town suspend efforts to remove or demolish the Lee Parish House until July 1, 2023 to allow the Lee Heritage Commission sufficient time to explore options for its preservation and future use and to submit a proposal for the March 2023 ballot? The Select Board recommends this article. **Majority vote required.**

A usage study and cost assessment is being done on the Parish House with a \$4,500 grant from the New Hampshire Preservation Alliance. This assessment will help determine if this town-owned building is an asset to be retained and is also required to be eligible for a New Hampshire Land Heritage Investment Program (LCHIP) grant (as a designated Seven To Save site the Lee Parish House is eligible for this grant.) Since the Municipal Office Building and the renovation of the Town Hall will take precedence in the upcoming year the extended time provided by this article will allow the Heritage Commission to complete a thorough analysis of the building and its potential uses and to bring forward a feasible solution.

A number of the following Articles propose depositing funds into Capital Reserve Funds. Saving money in Capital Reserve Funds helps to balance the tax rate by reducing the impact of one-time large expenditures by saving a portion of the cost every year so it is available when a capital purchase becomes necessary. Current balances as of December 31, 2019.

ARTICLE 8

To see if the Town will vote to raise and appropriate the sum of One Hundred Seventy-Five Thousand dollars (\$175,000) to be deposited into the Fire Equipment Capital Reserve Fund. The Select Board recommends this article. **Majority vote required.**

This fund was created in 1958 to save money for purchases of fire equipment, such as Tanker 3 that was purchased in FY16; the Fire Command Vehicle that was purchased in FY19; SCBA equipment and a Thermal Imager Camera purchased in FY20. This fund has a current balance of \$437,051.

ARTICLE 9

To see if the Town will vote to raise and appropriate the sum of Fifty Thousand dollars (\$50,000) to be deposited into the Town Buildings Capital Reserve Fund. The Select Board recommends this article. **Majority vote required.**

The Town created this Capital Reserve Fund in 1988 and the fund has been used for major repairs and/or improvements to existing Town buildings, such as new furnaces for the Library, Highway Garage and Transfer Station; the installation of LED lighting at the Transfer Station and Public Safety Complex in FY19; and a much-needed new roof for the Annex in FY19; as well as to fund the studies for proposed renovations and new buildings. This fund has a current balance of \$235,711.

ARTICLE 10

To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand dollars (\$25,000) to be deposited into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. The Select Board recommends this article. **Majority vote required.**

This Fund was created in 2002 for the eventual replacement of 5 bridges, 3 large culverts, and road reconstruction or major road projects (High Road bridge was replaced in 2011-12 with an 80% State Grant.) The Town is currently making plans for improvements to the Tuttle Road and Chesley Creek culverts. This fund has a current balance of \$522,367.

ARTICLE 11

To see if the Town will vote to raise and appropriate the sum of Fifty-Five Thousand dollars (\$55,000) to be deposited into the Highway Equipment Capital Reserve Fund. The Select Board recommends this article. **Majority vote required.**

The Town created this Capital Reserve Fund in 1977 for the replacement of Highway Equipment, such as the new Plow Truck that was purchased in FY18 for \$181,000 and a sand spreader for the existing F-450 in FY19. This fund has a current balance of \$253,393.

ARTICLE 12

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000) to be deposited into the Transfer Station Equipment Capital Reserve Fund. The Select Board recommends this article. **Majority vote required.**

The Town created this Capital Reserve Fund in 2006 for the purpose of purchasing equipment for the Transfer Station, such as the Bobcat Skid Steer in FY17; the Roll-off Containers purchased in FY18; and the security cameras in FY19. This fund has a current balance of \$135,193.

ARTICLE 13

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000) to be deposited into the Fire Ponds and Cisterns Capital Reserve Fund. The Select Board recommends this article. **Majority vote required.**

The Town created this Capital Reserve Fund in 2005 for the repair and replacement of fire ponds and cisterns which assist the fire department with water supply and improves the fire insurance rates as determined by the Insurance Services Office (ISO.) Voters approved using funds in FY18 to rebuild the fire ponds/dry hydrants on Tamarack Road and James Farm Road. This fund has a current balance of \$130,803.

ARTICLE 14

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand dollars (\$15,000) to be deposited into the Revaluation Capital Reserve Fund. The Select Board recommends this article. **Majority vote required.**

The Town created this Capital Reserve Fund in 1994 for the purpose of funding the cost of Town-wide revaluations, which are required by the State every five years. A statistical revaluation was conducted in 2016. Periodic revaluations adjust for natural market-driven fluctuations in property values and help ensure that the value of your property is proportional to all other property in the Town. This fund has a current balance of \$63,107.

ARTICLE 15

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand dollars (\$15,000) to be deposited into the Internal Service Expendable Trust Fund for Accrued Benefits. The Select Board recommends this article. **Majority vote required.**

In 1992, the Town created an Expendable Trust Fund for the purpose of paying for costs related to unused leave time owed to employees at retirement or termination. This fund has a current balance of \$69,134.

ARTICLE 16

To see if the Town will vote to establish a contingency fund for Fiscal Year 2021 for unanticipated expenses that may arise and further to raise and appropriate Twenty Thousand dollars (\$20,000) to go into the fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from general taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. The Select Board recommends this article. **Majority vote required.**

RSA 31:98-a; 32:11 allows Towns to establish a contingency fund by warrant article for the purpose of unanticipated expenses; the Select Board will have the authority to expend these funds. A report of all expenditures from this fund appears each year in the Annual Report. This authorization lapses at the end of each fiscal year and would have to be re-authorized by the voters through a warrant article each year.

ARTICLE 17

To see if the Town will vote to increase the number of Heritage Commission members from 5 to 7 and to establish one additional alternate member in accordance with NH RSA 673:4-a I. The Select Board recommends this article. **Majority vote required.**

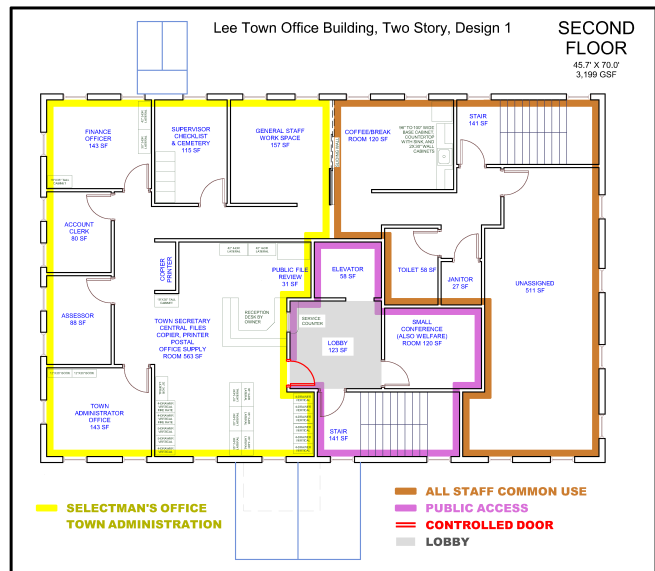
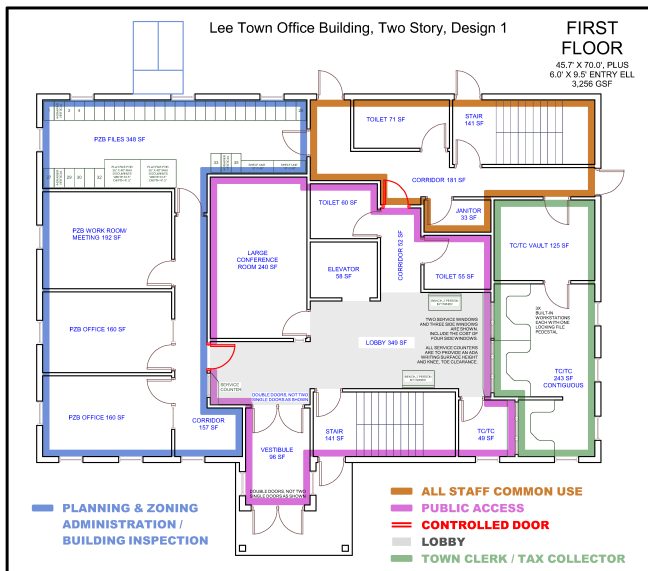
A larger membership of the Heritage Commission is requested to attend to the duties of the Commission to preserve and protect the Town of Lee's heritage. The Heritage Commission currently has five members and three alternates.

Article 3. A New Town Office Building and Site Development for All Town Center Buildings

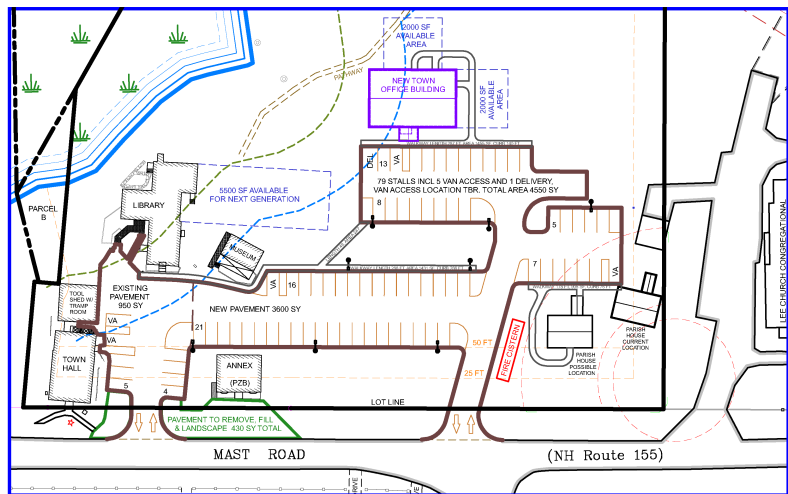
Problems Addressed by This Plan	
Town Office Facilities Lack:	Building Conditions:
<ul style="list-style-type: none"> • Access Control & Monitoring • Sufficient File Storage • Adequate Restrooms • ADA Accessibility • Adequate Meeting Space • Efficient Heating & Ventilation • Humidity Controls • Sufficient Parking • Adequate Storage Space 	<ul style="list-style-type: none"> • Insufficient Insulation • Rotting Floors • Structural Integrity Issues • Uninsulated Windows • Uninsulated Walls • Outdated Mechanicals • End-of-Life Electrical • Inefficient Lighting • Uninsulated Meeting Space

Town Office Building
<ul style="list-style-type: none"> • Two-story • Full basement • 3,256 GSF footprint • 3-stop elevator • All ADA accessible • Centralizes "customer service" • Adds service windows • Monitored lobby & entrances • Controlled access to staff offices • Private meeting space

Office Building Floor Plans These plans were developed only for the purpose of estimating costs.



Site Plan
<p>This particular plan was developed only for the purpose of estimating costs.</p> <ul style="list-style-type: none"> • Two driveways replace 175 feet of paved frontage • 79 shared parking spaces, walkways and site lighting • Fire cistern for center of town • Shared infrastructure including septic, well, telecom • Sited for expansion in future decades



COSTS

Town Office Building	\$2,220,000
Site Development for All Town Center Buildings	\$528,000
Contingency	\$138,000
Bond Counsel	\$14,000
TOTAL	\$2,900,000

Please attend the upcoming
Town Hall Open House

Tuesday, March 3, 2020 from 5:30 PM to 8:PM

Lee Town Hall
 7 Mast Road
 Lee, NH 03861



facebook.com/leetcvc
leetowncenter.org

OFFICE BUILDING
 RENDERING BY
 DAVID MINER

Bond Structure and Interest Rate The ballot article does not specify the bond structure, term, interest rate, or lender, allowing the Select Board to make the best selection at the time the money is needed.

The bond could have a **level principal** structure where the principal, the amount borrowed, is repaid in equal installments each year and interest payments decrease as the remaining principal decreases.

The bond could have a **level debt service** structure where the payments are equal or nearly equal each year, but this results in a higher interest cost than for the level principal bond.

The only **term** that's been considered is 20 years.

Interest rates have generally been falling for more than a year. The net interest cost for 20-year bonds issued by the New Hampshire Municipal Bond Bank on January 8th was 2.15%, a decrease from the 2.60% this past June. Because of the considerable uncertainty, we will bracket expectations by showing the peak tax increase for a level principal bond at 2.70% and a level debt service bond at 2.10%.

Tax Increase This chart shows how much of the current tax rate goes toward paying for bonds on existing buildings and saving for new ones. This includes 15¢ to pay for the Public Safety Complex bond retiring in FY2023 and 8¢ to pay for the Transfer Station bond retiring in FY2024 and 11¢ to pay for the Renovating Town Hall Capital Reserve Fund appropriation. Using that as a reference level, the chart shows the future tax rate amounts for the Town Center Project with a **level principal bond at 2.70%**.

In FY2021, the tax rate would increase by 7¢. The largest increase is in FY2022 when the added debt service plus increased operating & maintenance (O&M) will have added 45¢. In FY2023, this amount drops to 43¢ and then to 28¢ in FY2024.

At the lower end of our projection, a **level debt service bond at 2.10%**, the peak tax rate increase would be 36¢ instead of 45¢ in FY2022.

The median home value in Lee is \$230,500. This home would see tax increases within these ranges:

FY2021	\$13	to	\$17
FY2022	\$83	to	\$104
FY2023	\$78	to	\$98
FY2024	\$48	to	\$65

